Maidencreek Township Authority
February 10, 2016

Present: Karl Bolognese, Daniel Novakovich, Jack May, James Nothwehr, Jerry Hartman, Patrick Donovan – General Manager, Gregory Unger – Systems Design Engineering Inc., Daniel Becker – Kozloff Stoudt and Meagan Dompkowski – recording secretary

Guests: Diane Hollenbach, Jeremy Breidenstein

Dan Novakovich called the February 10, 2016 meeting of the Maidencreek Township Authority to order at 10:04 a.m. in the Maidencreek Township Municipal Building and asked everyone to rise for the Pledge of Allegiance to the Flag.

PUBLIC COMMENT

Jeremy Breidenstein addressed the Board on his concerns with the offers the Authority has presented to him in reference to the easement and the fence work required. Mr. Breidenstein explained to the Board that he was given numerous time frames for this project and was trying to plan accordingly for the fence and his dogs. Each time frame was passed and Mr. Donovan advised the project would have to cease in November and start back up in spring. Mr. Breidenstein expressed his frustration because now he could not fix his yard which becomes a muddy mess whenever it rains. The muddy mess gets brought inside by the dogs which causes the headache of extra cleaning. The pipe that was run through the back yard has created an indent where water builds up and then flows into the front yard. Mr. Breidenstein is asking if there are any other options such as running a pipe underground so he can have nice and livable yard again. Mr. Breidenstein is asking for an end date for the project at this point.

PLAN REVIEW STATUS

Redner's Warehouse – Nothing to report.

Brandywine Transportation – Nothing to report.

DEVELOPMENT CLOSEOUT STATUS – None.

APPROVAL OF THE MINUTES

A motion was made by James Nothwehr to waive the reading of the minutes and approve the January 13, 2016 regular and reorganization meeting minutes as presented. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

NEW BUSINESS

Excellence in Government Seminar – Mr. Novakovich went to a seminar on excellence in government. He gave an overview of a few things he learned about local government specifically the chairman's role in local government.

Board Salaries Relative to Community Size – Mr. Novakovich learned in the seminar that we are a second class township. The Authority currently pays members as officers and keeps the salaries down in respect to the number of residents within the township.

Vendors' Annual Increases – Mr. Hartman asked to discuss vendors' annual increases and when they should be presented. Each year the vendors come in and request an increase. Mr. Novakovich would also like a justification for the increase and to have the increase submitted at a more appropriate time of the year. The Board suggested having the justification and the increase submitted to the Authority by December 1st.

Phosphorus Removal Project Engineering Bill – The project had a number of unforeseeable roadblocks that were beyond the control of the Engineer. The project's billing amount has gotten to the point where it is up against normal project percentages. Mr. Unger is offering to the Board to complete the Phosphorus Removal Project at no additional cost to the Authority. The Board agreed to moving forward and having SDE complete the project at no additional cost.

Fiberglass Tank Issues – A mistake was made when filling the fiberglass tank. The tank was filled through the double wall tank drain port instead of through the fill port. Mr. Unger is taking responsibility to say SDE did not provide guidance to the staff to avoid the mistake. The cost to repair the tank is $2,126.00 and Mr. Unger is offering to give the Authority a credit in this amount. Mr. Unger expressed his opinion on low manways to the Board. Manways can leak and cause a potential spill. The only way to service the tank is the manway on top of the tank which is a bit more difficult to access, but if a low manway were installed access for repairs would be easier. Mr. Unger proposed the Authority pay for the low manway.

A motion was made by Karl Bolognese for Systems Design Engineering to pay for the repairs to the tank in the amount of $2,126.00 and the Authority pay for the manway in the amount of $4,971.00. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

A motion was made by Karl Bolognese to ratify the authorized action to install the manway, repair the fiberglass tank and an additional fill port and brackets in the amount of $9,140.00. Systems Design Engineering would provide a credit of $2,126.00 for the repair cost as agreed upon. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

Mr. Unger addressed the Board on whether the tank needs to be registered or not. Registering the tank depends on the product that is put into the tank, which vendor is chosen to supply said product, how they supply said product, and what the mixture of that product could be. SDE has contacted DEP regarding the use of aluminum chloride and it is not considered a hazardous material. On the other hand, the MSDS sheet from the proposed vendor lists aluminum chloride as a hazardous material because it could have more than 1% of a certain product in the mixture. SDE and Mr. Donovan discussed the option of registering the tank or not in great detail. It was decided in the Authority's best interest to register the tank. The cost to register the tank is $5,498.00. Mr. Unger is recommending the Authority proceed with registering the tank.

A motion was made by Karl Bolognese to register the tank at a cost of $5,498.00. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

Giorgio Food Cost Sheets – Mr. Donovan presented to the Board a worksheet that calculated treatment costs related to accepting Giorgio's effluent and a worksheet calculating associated labor costs.

Giorgio Foods Discharge Agreement – Mr. Donovan asked the Board if they wished to proceed with authorizing the execution of the agreement.

A motion was made by James Nothwehr to authorize the execution and signing of the Giorgio Foods Discharge Agreement. The motion was seconded by Karl Bolognese and hearing no questions on the motion, it passed unanimously.

Well #4 Offer to Farm – Linwood Weber approached Mr. Donovan about farming the land where Well #4 was. Mr. Donovan presented the offer to the Board for discussion. The well was capped and filled in and only grass and seed remain. Mr. Weber would come in and seed clover on top of the grass and seed without disturbing the soil. The Board discussed the possibility of selling the land, but the problems would need to be disclosed.

Diane Hollenbach mentioned about checking the original agreement if there was a clause stating the land had to revert back to the Burgert Farm if the Authority no longer wanted the property. Mr. Becker and Mr. Donovan will look over the original agreement and address the Board at the next meeting.

OTMA's Offer to Purchase Back Capacity – The Authority received a letter from Ontelaunee Township Municipal Authority (OTMA) inquiring if the Authority would like to buy back a portion of the purchased EDUs that were sold to Ontelaunee. EDU stands for equivalent dwelling unit. The term was created by the industry for designing plants and various other uses. One EDU equals one residential unit or house. Ontelaunee has the potential for flow into the Authority plant and purchased the EDUs to reserve in the Authority's plant capacity for 500 EDUs. Mr. Becker advised he would need to look at the agreement, but he believes that the Authority does not have any obligation to buy the capacity back. The Authority could offer to buy back the capacity at a discounted rate if a need for the extra capacity is foreseeable. Mr. Donovan asked the Board to table the discussion until next meeting so he can work with the appropriate parties on what possible and foreseeable development is in the works.

Water Supply Inspection Report – Mr. Donovan addressed the Board on some of the operational errors that will be asked and answered with the new staff member. The second issue is the double containment out at Well #3. The well uses sodium fluoride which is used to fluorinate the water system. The DEP representative inspected the water system and had a concern with the double containment of the sodium fluoride. Additional fluoride could be put in, but Mr. Donovan believes the better route is to have SDE re-evaluate putting sanitary sewer in. Mr. Donovan asked to have the discussion tabled at this point until the next meeting.

Schwab Dental Office Plan – Diane Hollenbach asked the Authority if they felt there was a need to review the plans before they go for final plan approval. Mr. Unger will look over the plans and see if there is need for the Authority to review.

Flint, Michigan Water Crisis – Jerry Hartman brought up the Flint, Michigan water crisis. He asked Mr. Donovan how our Authority fairs in this particular category and if we have gotten any calls from residents. Mr. Donovan advised the Board that no calls have been received and the Authority has met all lead and cooper requirements for the last 20 plus years. The water system is relatively new which means there are no lead services within the Township that the Authority is aware of. The second point is the water quality and Maidencreek has hard water. The hardness in the water helps to protect the line, coats it and reduces any corrosiveness. Calcium only becomes a problem when the water is heated in Maidencreek. Maidencreek's Langelier Index is almost perfect. The Langelier Index is whether something can deposit in the pipe or corrode it.

ROUTE 222 PROJECT

Mr. Unger advised the Board that SDE met with developers to discuss future development and water and sewer needs. Fire hydrants, water stubs, and sewer stubs will be provided in several areas to allow for future connections without infringing into Route 222 and Route 73. PennDot approved the use of SDE for the engineering on this project on behalf of the Authority.

UNFINISHED BUSINESS

Well #6 Off-Site Easement – A permanent line would be installed underground through Mr. Breidenstein's property and connect directly into the storm sewer system at the expense of the Authority. The easement would be for the Authority to convey water from the well during testing and to use it for storm water from the site. The scenario goes that Mr. Breidenstein would grant a permanent easement for a dollar. The Authority will install a permanent pipe underground to be used to convey storm water and water from the well. The Authority will install the line that will run from the Authority property at an inlet all the way through and connect to the existing inlet located at the front of the Breidenstein's property. The Authority will restore the property to substantially the same condition and pay for all costs associated with the restoration including the repairs and installation of the fence and seeding the grass. SDE will need to look at design issues such as making sure the pipe is the correct size and that the grating of the Authority property is sufficient enough to handle the flow. The second issue is going down the middle for the pipe. If the pipe goes down the middle, then it becomes easier to come into the inlet at the front of the Breidenstein property. Mr. Unger suggested creating a second inlet to avoid the potential hassle with a second property owner. The pipe could go down on Breidenstein's side then and come into the new inlet. Mr. Becker will talk to the Township's solicitor in regards to the storm water easement to avoid any issues.

A motion was made by James Nothwehr authorize SDE to proceed with the design of the pipe install and Mr. Becker to begin the process of drafting a permanent easement for Mr. Breidenstein. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

LEAK REDUCTION REQUESTS

Perry & Diane Focht 528 Calabria Drive – A motion was made by Jerry Hartman to grant a one-time leak reduction to Perry and Diane Focht. The motion was seconded by Karl Bolognese and hearing no questions on the motion it passed unanimously.

SOLICITOR'S REPORT

Mr. Becker updated the Board on the status of the union negotiations.

ENGINEER'S REPORT

Sludge Dewatering System – A preliminary design was reviewed by Mr. Donovan. The sludge hauling contract expires in February 2017.

Annual Effluent Monitoring Report – SDE submitted the Annual Effluent Monitoring Report to Delaware River Basin Commission (DRBC) prior to the January 31, 2016 deadline.

Annual Chapter 94 Report – Mr. Unger will be working with Mr. Donovan on the Annual Chapter 94 report that is due to PA DEP before March 31, 2016.

Eastern Environmental Application No. 3

A motion was made by Karl Bolognese to approve the Application No. 3 to Eastern Environmental in the amount of $23,693.11. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

AUTHORITY REPORT

Mr. Donovan had nothing further to add to his report.

TREASURER'S REPORT & PAYMENT OF BILLS

Jerry Hartman reported that everything appears to be in good standing and had nothing further to report.

Mr. Novakovich noted there was two hours of prep for meeting by Pamela Stevens in one of the Engineer's bills and asked if this was the norm. Mr. Unger advised this was not and he will credit the Authority for the amount billed.

A motion was made by Karl Bolognese to authorize the following payments: Routine/Regular July Bill List - $17,030.68, Construction in Progress - $26,316.63, Reimbursable Expenses Paid by Developer - $0.00, Payroll Transfer from Operator Acct - $34,340.67, Validate Checks Signed Between Meetings - $43,272.11, Special Checks Requiring Special Handling - $60,743.02, Additional Checks after Board Book Delivery - $40,036.91, Reimbursable Expenses Paid by Solicitor in the amount of $0.00, Reimbursable Expenses Paid by Engineer in the amount of $0.00. James Nothwehr seconded the motion and hearing no questions on the motion, it passed unanimously.

CORRESPONDENCE – None

PERSONNEL

Office Raises – Mr. Novakovich brought up the subject of office staff raises. The raises were brought up in January and were approved retroactive back to October. Mr. Novakovich wanted to know why we do this and if we could address them in October instead. The Board agreed to address raises in October.

Training Progress of Meagan – Mr. Donovan advised the Board that the training of Meagan on the state water and sewer reports is going smoothly. She has a good understanding of the water reports at the moment. Mr. Donovan will work with Meagan one more month on the sewer side of the reports and then go from there.

A motion was made by Karl Bolognese to adjourn the meeting at 12:38 p.m. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

Respectfully Submitted,

Meagan Dompkowski

Meagan Dompkowski
Recording Secretary

Minutes are subject to change prior to approval of the Maidencreek Township Authority.

cc:

Maidencreek Township Authority Board	Maidencreek Township Board of Supervisors
Patrick Donovan, Maidencreek Township Authority General Manager	Maidencreek Township Planning Commission
Greg Unger, Systems Design Engineering, Inc., MTA Engineer	Eugene Orlando, Esq., Orlando Law Firm, Solicitor
Daniel Becker, Kozloff Stoudt, MTA Solicitor	Diane Hollenbach, Maidencreek Township Manager
JoAnn Schaeffer, Maidencreek Township Authority Secretary	Ontelaunee Township
Maidencreek Township Authority Plant Operators	Kosmerl & Company